

To obtain a collateral assignment against a life insurance policy, please follow the steps below:

Step 1. Provide a completed and signed Collateral Assignment Form

Please print, complete, and have all parties sign the collateral assignment form for the specific insurance carrier of where your borrower has a life insurance policy.

Click [HERE](#) to View Current List of Insurance Carriers and their Collateral Assignment Forms
If the carrier is not listed, please contact our office for assistance.

Step 2. Provide documentation of the Insurance Policy

Please provide a copy of the most recent annual report from your cash value life insurance policy or declaration page if term policy. If available, please include any historical illustrations, copy of policy, or any other carrier produced paperwork.

Step 3. Provide additional information for Parties Involved

Insurance Company Information:

Ins. Co. Name: _____

Policy #: _____

Policy Owner Information:

Owner Type (Check one):

Corp.: Trust: Individual:

Owner Name: _____

Owner EIN/SSN: _____

Loan Officer Information:

Lender Name: _____

Name: _____

Phone: _____

Email: _____

Insured Information:

Insured Name: _____

Insured SSN: _____ Insured DOB: _____

Step 4. Submit paperwork from Steps 1, 2, and 3 to Submit@Capital-Assurance.com or fax us at 501.404.8888.

The team at Capital Assurance Partners (CAP) will file the collateral assignment with the insurance carrier. However, not all insurance carriers send notices that the collateral assignment has been perfected. CAP will pursue written acknowledgement of perfected collateral assignments for our enrolled lenders. Typical carrier processing time can be anywhere between 2 - 30 days.

**We are here to support you through the process of getting a collateral assignment on life insurance.
Please contact us with any questions or concerns at the number or email below.**

Collateral Assignment of Life Insurance Policy

Mail or fax completed form to:
PO Box 305027, Nashville, TN 37230-5027
Fax: 800 351 0603

Accordia Life and Annuity Company
Des Moines, IA

Contact us:

Customer Contact Center – Tel: 877 462 8992

Insured's Name	Policy Number(s)
Owner's Name(s)	Social Security Number(s) / Tax Identification Number(s)

A. For value received, the undersigned hereby assigns, transfers and sets over to the assignee named below, his/hers/its heirs, successors and assigns, (the "Assignee") the policy(ies) identified above on the the life of the Insured (named above) issued or assumed by the company (the "Insurer") and any supplementary contracts issued in connection therewith and all claims, options, privileges, rights, title and interest therein (except as provided in Paragraph C below) (collectively called the "Policy"), subject to all of the terms and conditions of the Policy and to all superior claims, if any, which the Insurer may have against the Policy.

Assignee's Name
Assignee's Tax Identification Number
Assignee's Address

The undersigned by this instrument jointly and severally agree, and the Assignee by acceptance of this assignment agrees, to the conditions and provisions herein set forth.

- B. It is expressly agreed that, without detracting from the generality of the foregoing, the following specific rights are included in this assignment and pass by virtue hereof:
1. The sole right to collect from the Insurer the net proceeds of the Policy when it becomes a claim by death or maturity;
 2. The sole right to surrender the Policy and receive the surrender value thereof at any time provided by the terms of the Policy and at such other times as the Insurer may allow;
 3. The sole right to obtain one or more loans or advances on the Policy, either from the Insurer or, at any time, from other persons and to pledge or assign the Policy as security for such loans or advances;
 4. The sole right to collect and receive all distributions or shares of surplus, dividend deposits or additions to the Policy now or hereafter made or apportioned thereto, and to exercise any and all options contained in the Policy with respect thereto; provided that unless and until the Assignee shall notify the Insurer in writing to the contrary, the distributions or shares of surplus, dividend deposits and additions shall continue on the plan in force at the time of this assignment; and,
 5. The sole right to exercise all nonforfeiture rights permitted by the terms of the Policy or allowed by the Insurer and to receive all benefits and advantages derived therefrom.
- C. It is expressly agreed that the following specific rights, so long as the Policy has not been surrendered, are reserved and excluded from the assignment and do not pass by virtue hereof:
1. The right to collect from the Insurer any disability benefit payable in cash that does not reduce policy values or the amount of insurance;
 2. The right to designate and change the beneficiary;
 3. The right to elect any optional mode of settlement permitted by the Policy or allowed by the Insurer;
 4. The right to make changes in the allocation of any premiums or Policy values permitted under the terms of the Policy;
- but the reservation of these rights shall in no way impair the right of the Assignee to surrender the Policy completely with all its incidents or impair any other right of the Assignee hereunder, and any designation or change of beneficiary or election of a mode of settlement shall be made subject to this assignment and to the rights of the Assignee hereunder.
- D. This assignment is made and the Policy is to be held as collateral security for any and all liabilities of the undersigned, or any of them, to the Assignee, either now existing or that may hereafter arise in the ordinary course of business between any of the undersigned and the Assignee (all of which liabilities secured or to become secured are herein called "Liabilities").

- E. The Insurer is not responsible for monitoring of value of the Policy to ensure it complies with the collateral agreement between the undersigned and the Assignee. Assignee is on notice that the policy cash value is not guaranteed and charges may fluctuate resulting in a cash value less than the amount collaterally assigned. Insurer strongly recommends the Assignee submit in written form requests for collateralized policy cash values on an annual basis.
- F. The Assignee covenants and agrees with the undersigned as follows:
1. That any balance of sums received hereunder from the Insurer remaining after payment of the then existing Liabilities, matured or unmatured, shall be paid by the Assignee to the persons entitled thereto under the terms of the Policy had this assignment not been executed; and,
 2. That the Assignee will not exercise either the right to surrender the Policy or (except for the purpose of paying premiums) the right to obtain policy loans from the Insurer, until there has been default in any of the Liabilities or a failure to pay any premium when due, nor until twenty days after the Assignee shall have mailed, by first-class mail, to the undersigned at the addresses last supplied in writing to the Assignee specifically referring to this assignment, notice of intention to exercise such right.
- G. The Insurer is hereby authorized to recognize the Assignee's claims to rights hereunder without investigating the reason for any action taken by the Assignee, or the validity or the amount of the Liabilities or the existence of any default therein, or the giving of any notice under Paragraph F (2) above or otherwise, or the application to be made by the Assignee of any amounts to be paid to the Assignee. The sole signature of the Assignee shall be sufficient for the exercise of any rights under the Policy assigned hereby and the sole receipt of the Assignee for any sums received shall be a full discharge and release therefore to the Insurer. Checks for all or any part of the sums payable under the Policy and assigned herein, shall be drawn to the exclusive order of the Assignee if, when, and in such amounts, as may be requested by the Assignee.
- H. The Assignee shall be under no obligation to pay any premium, or the principal of or interest on any loans or advances on the Policy whether or not obtained by the Assignee, or any other charges on the Policy, but any such amounts so paid by the Assignee from its own funds shall become a part of the Liabilities hereby secured, shall be due immediately, and shall draw interest at a rate fixed by the Assignee from time to time at a rate not to exceed that permitted by law.
- I. The exercise of any right, option, privilege or power given herein to the Assignee shall be at the option of the Assignee, but (except as restricted by Paragraph F (2) above) the Assignee may exercise any such right, option, privilege or power without notice to, or assent by, or affecting the liability of, or releasing any interest hereby assigned by the undersigned, or any of them.
- J. The Assignee may take or release other security, may release any party primarily or secondarily liable for any of the Liabilities, may grant extensions, renewals or indulgences with respect to the Liabilities, or may apply to the Liabilities, in such order as the Assignee shall determine, the proceeds of the Policy hereby assigned or any amount received on accounts of the Policy by the exercise of any right permitted under this assignment, without resorting or regard to other security.
- K. In the event of any conflict between the provisions of this assignment and provisions of the note or other evidence of any Liability with respect to the Policy or rights to collateral security therein, the provisions of this assignment shall prevail.
- L. Each of the undersigned declares that no proceedings in bankruptcy are pending against him/her/it and that his/her/its property is not subject to any assignment for the benefit of creditors.
- M. The Insurer does not assume any responsibility for the validity of sufficiency of this Assignment.
- N. This Assignment shall not become effective until received and accepted by the Insurer and shall remain in place until the Insurer receives and accepts a full release of this Assignment signed by an authorized individual of behalf of the Assignee.

All signatures must include title or capacity, if applicable (e.g., President, Trustee, Power of Attorney). Persons signing on behalf of a company, trust, association or similar entity may be required to furnish proof of their authority to act on behalf of that entity.

Owner Signature X	Print Name (and Title - if Owner is not a natural person)	Date (mm/dd/yy)
Co-Owner Signature (if applicable) X	Print Name (and Title - if Owner is not a natural person)	Date (mm/dd/yy)
Irrevocable Beneficiary Signature (if applicable) X	Print Name	Date (mm/dd/yy)
Spouse Signature (If resident of community property state - e.g., AZ, CA, ID, LA, NM, NV, TX, WA, WI)		Date (mm/dd/yy)
Authorized Signer for Assignee X	Print Name (and Title - if Assignee is not a natural person)	Date (mm/dd/yy)